

CALENDAR HOUSE BUILDING COMMITTEE

April 18, 2018

Minutes

MARK LOVELY, VICE- CHAIRMAN, called the meeting to order at 4:31 p.m. at the Calendar House, 388 Pleasant Street, Southington, CT with the following members in attendance: Severino Bovino, Mark Sciota, Paul Shupenko, Ralph Warner, Paul Champagne (arrives 4:40 p.m.).

Also in attendance:

Robert Verderame ~ Executive Director

Dennis Rioux ~ BL

Ricardo Anderson ~ KBE

A quorum was determined.

3. Approval of Minutes

Upon a motion made and seconded, minutes of the March 21, 2018 meeting were approved unanimously on voice vote.

4. Report from Architect

Mr. Rioux distributed punch list to committee members for review. The following were acted on by the committee:

Motion to approve \$560 for security cards, seconded and approved unanimously on voice vote.

Motion to approve purchase of incline bench, which was not part of bid, seconded and approved unanimously on voice vote.

Motion to approve restroom signs in lobby, seconded and approved unanimously on voice vote.

It was agreed to table request for tv brackets until next meeting. Discussion had on punch list items. It was agreed any further requests for additional items such as coat racks, divider panels, will now come out of the operations budget of the Calendar House.

5. Report from Construction Manager

Mr. Anderson reported the abatement on the old building will begin Tuesday with the demo first week of May. They are waiting on good weather to start landscaping. Once building is down, they will work with site guys to do the parking lot. Target date for completion of project is third week of August. Mr. Bovino stated the yard drain grades too low and should be adjusted. Mr. Anderson stated the grades are what are on the plan. Mr. Rioux stated he will look into it.

6. Report from Executive Director

Mr. Verderame stated it has been a very busy month. The water department came in and did a back flow test and all is good. Mr. Anderson set up a training session with Charles Wright and went over thermostats and HVAC system with him. Mr. Sciota had requested previously that key town staff be included in this meeting. Mr. Anderson stated he will arrange a time for Keith and Jim to meet with him. Mr. Verderame stated he met with the Orchard Valley Garden Club and showed Ricky where they will be doing plantings. They will be helping them with tilling the area on the west side to get the area ready for gardens next year. Mr. Verderame thanked Paul and Candy Shupenko and Cindy Gilbert for their work decorating the café and wall areas giving it a more welcoming feel. He stated three metal cabinets were delivered today and that WB Mason was in and repaired all but one broken chair. Mr. Baker was in and did schedule plus, checked the data base and pictures of members. The American Legion Women's Auxiliary donated a stand up flag for the main hall. Annette Turnquist will be coming in with Green Skies to talk about solar panels. Mr. Champagne asked where we stood with the tv's for bulletins? Mr. Verderame stated it was discussed today but the price came in very high. Mr. Rioux stated they are not obligated to go with Mercury.

7. Public Communications

Mark White, 396 Mulberry Street, Southington, CT ~ stated talking about tv installations and not agreeing to it at the meeting today will put it off for another month. Mr. Sciota stated the price as presented is too high. Should it comes back and is much lower the executive committee can sign off on it sooner. Mr. White also stated there is no power socket adjacent to the tv in multipurpose room. Mr. Rioux stated it is an item on the punch list.

Mary Ann Nessel, 10 North Road, Southington, CT ~ asked about the movable coat racks and if they will be in the classrooms? Mr. Sciota stated that is an operational issue for Mr. Verderame and not a matter for the building committee. She also asked why the ceiling is the way it is in the fitness room, there is an echo. Mr. Rioux stated the ceiling design is functional and he can address the echo concern. She also stated when she parks across the street at the farm, she has to cut across the grass unless she stays on the sidewalk and walks all the way around. Can a sidewalk be installed? It was stated once the parking lot is complete, there will be no need to park at the farm, it is only temporary.

8. Approval of Invoices

Upon a motion made and seconded, invoices were approved unanimously on voice vote.

9 Any other business to come before the Committee

It was agreed to cancel the May 2, 2018 meeting. The next meeting will be held on May 16, 2018 at 4:30 p.m.

10. Adjournment

Upon a motion made and seconded and voted unanimously on voice vote, meeting adjourned at 5:23 p.m.

Submitted,

Mark Lovely
Vice-Chairman

Southington Senior Center
Punch List Update
Monday, April 16

Completed
In the Works

Need Committee Approval

	Location	Item	Status	Notes
1	Kitchen	Sprayer on triple sink	Issued as a Bulletin to KBE, pending proposal	
2	Kitchen	Reduce shelf size over triple sink	Issued as a Bulletin to KBE, pending proposal	
3	Kitchen	New phone location or wall mount	Previously awarded to JKS as Change Order 3, work scheduled to be completed the week of April 16	
4	Dining Area	Chair feet wearing out	Chair vendor visited project, following up on item	
5	Dining Area	Leaving black marks on floor	Chair vendor visited project, following up on item	
6	Dining Area	2 chairs broken, 1 chair bent leg	Replacement parts scheduled to arrive the week of April 16	
7	Dining Area	No speakers	Completed	
8	Dining Area	West TV is crooked	Completed	
9	Dining Area	Need shelves in west storage room	Issued as a Bulletin to KBE, pending proposal	
10	Dining Area	Issue with TV boxes, wiring on floor	Previously awarded to Wyndham as Change Order 2, scheduled to arrive by April 21	
11	Café/Lobby	Cover plate missing	JKS will address	
12	Café/Lobby	ADA counter obstructed	Issued as a Bulletin to KBE, pending proposal	
13	Café/Lobby	Security lock not connected	Received proposal from JKS for \$560 (75 cards). Pending committee approval	See attached
14	Café/Lobby	Door to office will not latch	JKS will fix, scheduled for week of April 16	
15	Fitness/cardio	Stretch table missing	Received proposal from Wyndham for \$979 (assembled and installed). Pending Committee approval	See attached
16	Fitness/cardio	Incline bench missing	Received proposal from New England Fitness for \$576 (assembled and installed). Pending committee approval	See attached
17	Fitness/cardio	New phone drop	Previously awarded to JKS as Change Order 3, work scheduled to be completed the week of April 16	
18	Health Suite	Need 32" TV bracket and install TV	Received proposal from Mercury for \$2,322 (combined). Pending Committee approval	See attached
19	Computer Lab	No speakers	Completed	
20	Multi-purpose Room	Shelves in closet	Issued as a Bulletin to KBE, pending proposal	
21	Multi-purpose Room	No speakers	Completed	
22	Multi-purpose Room	New phone drop	Previously awarded to JKS as Change Order 3, work scheduled to be completed the week of April 16	
23	Library	Install TV	Received proposal from Mercury for \$2,322 (combined). Pending Committee approval	See attached
24	Game Room	Pool tables damaged	Completed	
25	End of Hall	Install Message Board	Received proposal from Mercury for \$2,322 (combined). Pending Committee approval	See attached
26	End of Hall	Install IV	Received proposal from Mercury for \$2,322 (combined). Pending Committee approval	See attached
27	Craft Room	Need cabinet	Cabinet scheduled to be delivered week of April 16	
28	Classroom 2	Wall mount phone	Previously awarded to JKS as Change Order 3, work scheduled to be completed the week of April 16	
29	Miscellaneous	Need 24 waste baskets	Previously awarded to WB Mason, scheduled for completion week of April 16	
30	Miscellaneous	Need 24 wall clocks	Completed	
31	Miscellaneous	Need plates to cover low voltage boxes where there is no TV	JKS will address	
32	Miscellaneous	Need digital drops	Previously awarded to JKS as Change Order 3, work scheduled to be completed the week of April 16	
33	Miscellaneous	display cabinet chipped	Wyndham notified and will repair	
34	Miscellaneous	Rest Room signs needed in Lobby	Received proposal from SignPro for \$235. Pending Committee approval	See attached
35	Miscellaneous	DVD players and shelves need to be installed	Previously awarded to Wyndham as Change Order 2, scheduled to arrive by April 21	
36	Miscellaneous	Security card readers not activated	Received proposal from JKS for \$560 (75 cards). Pending committee approval	See attached